

CONFIDENTIAL

Accounting - 10
R-1-2938

~~SECRET~~

9 October 1950

MEMORANDUM FOR: Deputy Director
SUBJECT : Financial Reports

Document No.	26
No Change in Class.	<input type="checkbox"/>
<input type="checkbox"/> Declassified	
Class. Changed To:	TB & C
Auth:	HR 10-2
Date:	6 Nov 78
By:	O/K

1. Monthly reports of Agency financial activities, by object class, have been submitted to the Director as indicated below:

a. Over-all report with broad detail for vouchered funds and lump sum statement for unvouchered funds.

b. Detailed report, similar to that attached, on unvouchered funds.

2. Identification of object class symbols:

- 01 Personal services
- 02 Travel
- 03 Transportation of things
- 04 Communication services
- 05 Rents and utility services
- 06 Printing and reproduction
- 07 Other contractual services
- 08 Supplies and materials
- 09 Equipment
- 10 Lands and structures

3. General check on availability of funds, legality of utilization, and allocation control to avoid over obligation is provided by:

a. Allocation, survey and periodic adjustment by the Budget Officer.

b. Regular audit procedures within Fiscal Divisions.

c. Continual audit, particularly of unvouchered funds transactions, by the Audit Division of the Inspection and Security Staff.

CONFIDENTIAL

~~CONFIDENTIAL~~

Approved For Release 2004/07/28 : CIA-RDP78A000300190035-2

~~SECRET~~

4. It is recommended that these reports be discontinued, and that the budget data contained in the monthly summary of operations furnished to the Director and Deputy Director be expanded to the extent desired by those officials to provide a graphic presentation of essential budget information.

25X1A

Acting Executive

E:LTS:laq
Exec. chrono

NOTE: Attachments referred to in par 1.b. are as follows: TS-025276 & TS-32103. The TS documents were not actual attachments but were presented with the memorandum.

~~CONFIDENTIAL~~

Approved For Release 2001/07/28 : CIA-RDP78-04718A000300190035-2

~~SECRET~~